



Subharti Institute of Technology and Engineering
Swami Vivekanand Subharti University, Meerut
(Approved by AICTE)

Subhartipuram, NH-58 Delhi-Haridwar Bypass Road, Meerut-250005 (U.P.)
Ph.: 0121-2439157, Ext. 2222, 2221, Fax: 0121-2439108

E-mail: principal.site@gmail.com, principal.engg@gmail.com, Website: www.subharti.org



Ref:SITE/EE/BOS/2024/JUL/07

Date: 20/07/2024

ACTION TAKEN REPORT

A meeting of Board of Studies was held on 12 Jan 2024 at 10:00 AM in the office of the HoD Environmental Engineering.

The detail of the action taken on the agendas of meeting is as follows:

Agenda Item No.	Agenda	Resolution	Assigned Task and timeline	Task Completed on	Remark
1	Confirm the minutes of the Board of Studies meeting	The member confirmed the minutes	Completed	JUL 2024	Done
2	To report action taken on the minutes of Board of Studies (As per Annexure-2)	The members noted the action taken	Completed	JUL 2024	Done
3	Consider and revised the new curriculum for M.Tech programme as prescribed by AICTE	The member confirmed the minutes	Proposed	In April 2024	Done
4	Environmental days celebration for PG students for the year 2023-24	The members planning and celebrate different events.	Celebrated	5 th Jun 2024	Celebration done
5	To consider and approve Board of Examiners for theory and practical examination for them. M. Tech programme	Proposed a list of external and internal examiners, and approved by COE.	Approved by COE	April 2024	Board of Examiners for theory and practical examination approved by COE



Subharti Institute of Technology and Engineering
Swami Vivekanand Subharti University, Meerut
(Approved by AICTE)

Subhartipuram, NH-58 Delhi-Haridwar Bypass Road, Meerut-250005 (U.P.)

Ph.: 0121-2439157, Ext. 2222, 2221, Fax: 0121-2439108

E-mail: principal.site@gmail.com, principal.engg@gmail.com, Website: www.subharti.org



Ref: SITE/EE/BOS/2024/JUL/04

Date: 08/07/2024

DEPARTMENT OF ENVIRONMENTAL ENGINEERING

BOS Agenda

A meeting of the BOS is scheduled on 15 JULY 2024 at 10:00 am in the office of the Head of Department, EE to discuss the following agenda.

1. **Agenda Item No. 1:** To confirm the minutes of the Board of Studies meeting held on 12Jan 2024 (As per Annexure-1)
2. **Agenda Item No. 2:** To report action taken on the minutes of Board of Studies held on 12Jan 2024 As per Annexure-2)
3. **Agenda Item No. 3:** To propose the plantation and awareness activity by the Environmental Engineering Department (As per Annexure-3).
4. **Agenda Item No. 4:** To arrange a webinar related to Environmental issues by the external faculty members (As per Annexure-4).
5. **Agenda Item No. 5:** To consider and approve Board of Examiners for theory and practical examination for the M.Tech programme (As per Annexure-5).

Copy to: All faculty members of EE



Subharti Institute of Technology and Engineering
Swami Vivekanand Subharti University, Meerut
(Approved by AICTE)

Subhartipuram, NH-58 Delhi-Haridwar Bypass Road, Meerut-250005 (U.P.)
Ph.: 0121-2439157, Ext. 2222, 2221, Fax: 0121-2439108

E-mail: principal.site@gmail.com, principal.engg@gmail.com, Website: www.subharti.org



Ref: SITE/EE/BOS/2024/JUL/06

Date: 20/07/2024

DEPARTMENT OF ENVIRONMENTAL ENGINEERING

Minutes for Meeting of Board of Studies held on 15 JUL 2024 in HoD Office

Member present

Sr No	Name of Faculty Member	Designation	Role	Signature
1.	Dr.Mukesh Ruhela	Professor	Chairman	
2.	Dr.Rakesh Bhutiani	Astt. Pro. G.K.V , Haridwar	External Member	
3.	Mr.Manoj Trivedi	Manager, ESH &Env, Coca cola, Bareilly, UP	External Member	
5.	Dr.Sweta Bhardwaj	Associate Professor	Member	

Dr. Mukesh Ruhela HoD, Department of Environmental Engineering Chaired meeting and welcomed all the members to the meeting after brief introduction agenda items listed were taken up for discussion and the following resolution were passes.

1. **Agenda Item No. 1:** To confirm the minutes of the Board of Studies meeting held on 12 Jan 2024 (As per Annexure-1)

Discussion: The members confirmed the minutes.

Resolution: Consider all the points

2. **Agenda Item No. 2:** To report action taken on the minutes of Board of Studies held on 12 Jan 2024 (As per Annexure-2)

Discussion: The members confirmed the minutes.

Resolution: Maximum agenda completed

3. **Agenda Item No. 3:** To propose the plantation and awareness activity by the Environmental Engineering Department (As per Annexure-3).

Discussion: The members agree for syllabus design for consideration of the Environmental Engineering Department

Resolution: Start work on it



Subharti Institute of Technology and Engineering
Swami Vivekanand Subharti University, Meerut
(Approved by AICTE)

Subhartipuram, NH-58 Delhi-Haridwar Bypass Road, Meerut-250005 (U.P.)
Ph.: 0121-2439157, Ext. 2222, 2221, Fax: 0121-2439108

E-mail: principal.site@gmail.com, principal.engg@gmail.com, Website: www.subharti.org



4. **Agenda Item No. 4:** To arrange a webinar related to Environmental issues by the external faculty members (As per Annexure-4).

Discussion: To arrange a lecture with external expert

Resolution: Work on the arrangements

5. **Agenda Item No. 5:** To consider and approve Board of Examiners for theory and practical examination for the M.Tech programme (As per Annexure-5).

Discussion : The members prepared by internal and external examiner jointly

Resolution : List prepared and send it to COE for approval

Approved and recommended to COE

Action to be taken by	Committee Members
Timeline to complete the assign task	Six months


Sign and Chairman